

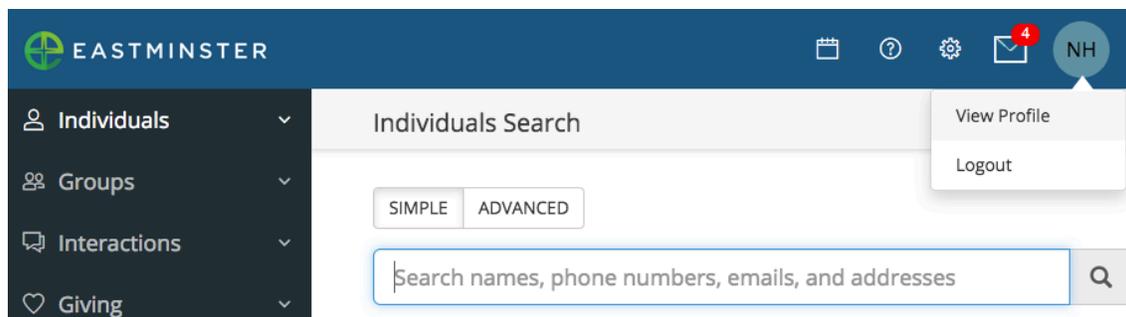
Change Your Profile Picture in ShelbyNext

Help People Learn Your Name with a Profile Photo

To change your photo in ShelbyNext, first navigate to eastminster.shelbynextchms.com or open the ShelbyNext I Membership App on your device.

Website

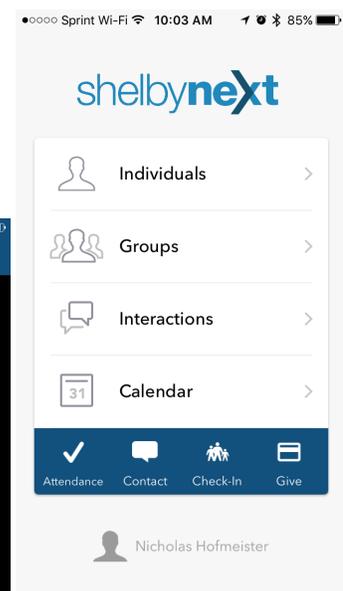
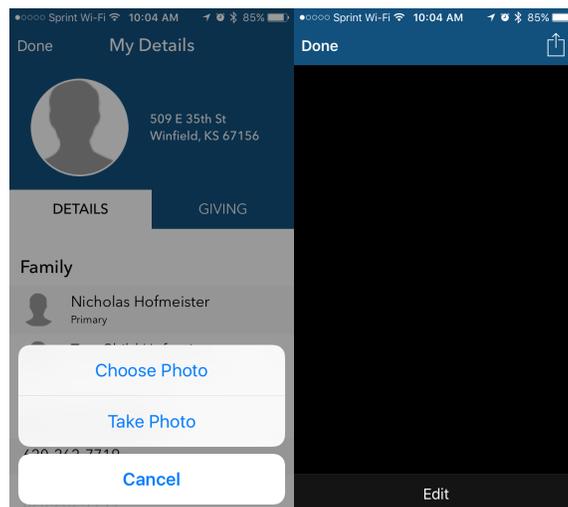
1. Hold your mouse over your initials in the upper-right corner, then click **View Profile**.



2. Once you are looking at your record in the database, click **Edit**, then under “Picture,” click **Browse**, or simply drag and drop your desired picture on the specified part of the webpage.
3. Select a photo on your computer, then click **Ok** (or “Open”) when you are ready to make the change.
4. In ShelbyNext, click the **Save** button to apply your changes!

ShelbyNext I Membership App

1. Open the ShelbyNext I Membership app on your device. If you need to sign in to the app, the domain is **eastminster**. Your username and password are the same as your ShelbyNext website login.
2. Tap your name on the bottom of the welcome screen to bring up your Individual profile
3. On your Individual Profile, tap the silhouette in the circle to bring up the profile photo. If there is no photo, this will appear as a black screen. Tap **Edit** on the bottom of the screen.



4. Decide whether you want to **Choose Photo** to pick a photo you have already taken, or **Take Photo** to take a new picture.
5. When you are happy with your new photo, tap **Use Picture**, then tap **Done**.
6. Enjoy your new profile photo in ShelbyNext!